

PARKWAY CENTER COMMUNITY DEVELOPMENT DISTRICT

January 22, 2020 Minutes of the Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Parkway Center Community Development District was held on **Wednesday, January 22, 2020 at 6:30 p.m.** at the Rivercrest CDD Clubhouse at 11560 Ramble Creek Drive, Riverview, FL 33569.

1. PLEDGE OF ALLEGIANCE

Supervisor Ward led the Pledge of Allegiance.

2. CALL TO ORDER/ROLL CALL

Gene Roberts called the Regular Meeting of the Board of Supervisors of the Parkway Center Community Development District to order on **Wednesday, January 22, 2020 at 6:30 p.m.**

Board Members Present and Constituting a Quorum:

Daniel Fleary, Jr	Chair	
Lawrence T. Hollis	Vice Chair	
JoAnn Ward	Supervisor	
Suzanne DeCopain	Supervisor	<i>arrived at approximately 7:00 p.m.</i>
Koko Miller	Supervisor	

Staff Members Present:

Brian Lamb	District Manager, Meritus
Gene Roberts	District Manager, Meritus
Scott Steady	District Counsel, Burr & Foreman
Tonja Stewart	District Engineer, Stantec
Celia Nichols	Nichols Landscape Architecture

There were approximately 10 audience member present.

3. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

There were no audience questions or comments on agenda items.

45 **4. VENDOR/STAFF REPORTS**

46 **A. District Engineer**

47 **B. District Counsel**

48
49 Mr. Steady updated the Board regarding the on-site meeting that was held with Taylor Morrison
50 and stated that at this time, Taylor Morrison has not been willing to resolve the Board's
51 outstanding concerns.

52
53 Supervisor Hollis asked if the memo request sent to Taylor Morrison included the destroyed
54 landscape at the Sanctuary gate and what recourse would the District have. The request did
55 include the destroyed landscape, and Mr. Steady said the District could assess the new lots.

56
57 Supervisor Miller asked what the parcel number is for the Eagles Nest.

58
59 Supervisor Fleary went over his concerns about how long the process has taken for the issue to
60 be resolved and asked for another meeting to be held. Mr. Steady suggested it would be better to
61 have representatives from Taylor Morrison attend the next Board meeting.

62
63 Mr. Steady asked for Supervisor Ward to provide a list of any additional items she would like to
64 be added to the Taylor Morrison requests.

65

66	MOTION TO:	Follow District Counsel's lead and have Taylor
67		Morrison attend the next Board meeting.
68	MADE BY:	Supervisor Ward
69	SECONDED BY:	Supervisor Fleary
70	DISCUSSION:	None further
71	RESULT:	Called to Vote: Motion PASSED
72		5/0 - Motion passed unanimously

73

74

75 **5. BUSINESS ITEMS**

76 **A. Consideration of Amenity Center Contract Bid Award**

77 **B. Project Management Direction and Guidance**

78

79 Brian Lamb handed out a packet to the Supervisors containing updated budget numbers and
80 summary from Windward for the amenity construction.

81

82 Mr. Lamb summarized the current budget and funds available. He discussed the pricing sheet in
83 detail and explained to the Board that some proposed items for the amenity center like the pool
84 heater will need to be scaled back or put off to a later date to stay within the budget of available
85 funds.

86

87 Supervisor Hollis discussed with the Board the status of the amenity construction and the
88 meeting he attended with Meritus staff and Trevor Sas from Windward.

89

90 Mr. Lamb discussed the construction timeline and expected completion date. He recommended
91 placing a sign at the future amenity site stating the expected completion date.
92

93 Mr. Steady recommended that the performance bond remains in place and asked what is in the
94 budget for District Counsel fees and what happens if at the end they run short with funds. Mr.
95 Lamb went over trying to keep professional fees down.
96

97 The Board discussed the progress of the amenity center. Supervisor Miller asked Tonja Stewart
98 about additional parking at the amenity center. Ms. Stewart said some could be added using
99 pavers where the proposed future volleyball and tennis courts would be. Supervisor Miller also
100 asked about a turn lane on Falkenburg. Ms. Stewart will look into it.
101

102 Supervisor Fleary asked Ms. Stewart why she is just getting involved at this point; she explained
103 that they have engineers at Stantec that specialize in construction. Supervisor Fleary also asked if
104 residents will have to provide additional funds, and it was answered that it is not anticipated.
105 Supervisor Fleary then asked who from staff will be the Project Supervisor. Mr. Lamb stated he
106 would be the Project Coordinator.
107

108	MOTION TO:	Accept the contract with Windward for the amenity
109		center not-to-exceed \$2,463,240 and for Supervisor
110		Hollis to coordinate with Meritus and other staff to
111		determine future opportunities for cost savings and
112		reductions, and that the Chair sign the appropriate
113		documents to move forward with the proposal.
114	MADE BY:	Supervisor Ward
115	SECONDED BY:	Supervisor Miller
116	DISCUSSION:	None further
117	RESULT:	Called to Vote: Motion PASSED
118		5/0 - Motion passed unanimously

119
120 The Board also discussed the designs for the monuments submitted by Celia Nichols.
121

122	MOTION TO:	Accept the designs submitted by Ms. Nichols for the
123		monument and amenity center as is.
124	MADE BY:	Supervisor Hollis
125	SECONDED BY:	Supervisor Miller
126	DISCUSSION:	None further
127	RESULT:	Called to Vote: Motion PASSED
128		5/0 - Motion passed unanimously

129
130

131 **C. Discussion on Landscape Enhancements on Median Island**
132

133 Mr. Lamb went over the landscape enhancements to the median island and said that they can
134 probably get it included in the larger bid at a less expensive cost.
135

136	MOTION TO:	Put off this project until it can be included in the
137		larger bid.
138	MADE BY:	Supervisor Miller
139	SECONDED BY:	Supervisor Ward
140	DISCUSSION:	None further
141	RESULT:	Called to Vote: Motion PASSED
142		5/0 - Motion passed unanimously

143
144
145 **6. CONSENT AGENDA**

- 146 **A. Consideration of Board of Supervisors Regular Meeting Minutes November 20,**
147 **2019**
148 **B. Consideration of Board of Supervisors Continued Meeting Minutes December**
149 **18, 2019**
150 **C. Consideration of Operations and Maintenance Expenditures November 2019**
151 **D. Consideration of Operations and Maintenance Expenditures December 2019**
152 **E. Review of Financial Statements Month Ending December 31, 2019**
153

154 The Board reviewed the Consent Agenda items.
155

156	MOTION TO:	Approve the Consent Agenda.
157	MADE BY:	Supervisor Ward
158	SECONDED BY:	Supervisor Hollis
159	DISCUSSION:	None further
160	RESULT:	Called to Vote: Motion PASSED
161		5/0 - Motion passed unanimously

162
163
164 **7. MANAGEMENT REPORTS**

165 **A. District Manager**

- 166 **i. Community Inspection Reports**
167 **ii. Staff Action List**
168

169 The Board reviewed the management reports. Supervisor Hollis asked about the status of the
170 insurance claim for the damaged landscape. Mr. Roberts stated he has the policy information and
171 is waiting on a proposal from LMP to submit.
172

173
174
175
176
177
178
179
180

8. SUPERVISOR REQUESTS

Supervisor Miller asked about the timeline to remove the diseased holly trees. He also asked about a monument being built at the Willow Beach entrance.

The Board discussed that Supervisor Ward will attend the landscape inspections with staff.

MOTION TO:	Have Supervisor Ward do the landscape inspections with staff.
MADE BY:	Supervisor Hollis
SECONDED BY:	Supervisor DeCopain
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

188
189

9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM

A resident asked why only one bid was considered for the amenity construction. The resident also expressed concerns with the entrance/exit design of the amenity parking and the number of parking spaces.

A member of Willow Beech HOA thanked the Board for taking on the task of building an amenity center but expressed concerns about security for the building.

195
196
197
198
199

10. ADJOURNMENT

200
201

MOTION TO:	Adjourn.
MADE BY:	Supervisor Hollis
SECONDED BY:	Supervisor Miller
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion passed unanimously

202
203
204
205
206
207
208
209

- 210 **Please note the entire meeting is available on disc*
- 211 **These minutes were done in summary format.*
- 212 **Each person who decides to appeal any decision made by the Board with respect to any matter*
- 213 *considered at the meeting is advised that person may need to ensure that a verbatim record of*
- 214 *the proceedings is made, including the testimony and evidence upon which such appeal is to be*
- 215 *based.*

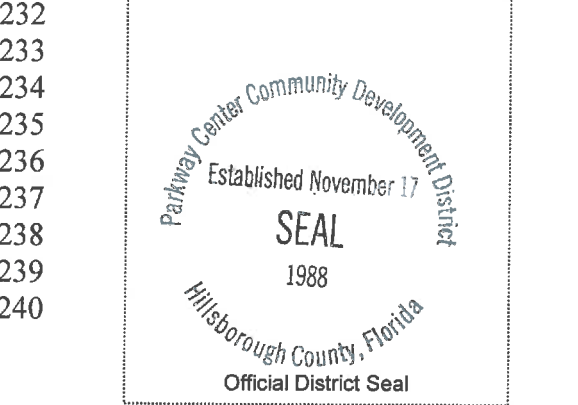
216
217 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
218 noticed meeting held on 2/26/2020

219
220 B. Lee
221 Signature

222 Brian Adams
223 Printed Name

224 Asst Sec.
225 Title:
226 ~~Chairman~~
227 ~~Vice Chairman~~

228
229
230



231
232
233
234
235
236
237
238
239
240

Recorded by Records Administrator
[Signature]
Signature

3/2/2020
Date